

## CHAPTER 107. EVALUATE PART 125 OPERATIONS SPECIFICATIONS

### SECTION 1. BACKGROUND

#### 1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

*A. Maintenance:* 3315/3316

*B. Avionics:* 5315/5316

**3. OBJECTIVE.** This chapter provides guidance for evaluating and initiating Title 14 of the Code of Federal Regulations (14 CFR) part 125 operations specifications (OpSpecs).

#### 5. GENERAL.

*A. OpSpecs.* Section 125.5 requires that OpSpecs be issued to a part 125 certificate holder. Standard OpSpecs paragraphs are developed by Flight Standards Service (AFS) at Washington headquarters for all certificate holders.

(1) OpSpecs must contain the following:

- Adequate provisions to meet all items listed in § 125.31
- Any other provisions applicable to the operations
- No information contrary to 14 CFR
- Reference to any deviations authorized

(2) OpSpecs are issued when any of the following occur:

- Original certification
- The operator requests a change in the OpSpecs
- The operator seeks new authorization requiring OpSpecs
- The Federal Aviation Administration (FAA) determines that safety in air commerce requires an amendment to the OpSpecs

*B. OpSpecs Parts.* Standard OpSpecs are divided into the following five parts with each part containing standard paragraphs numbered consecutively from 001 to 999.

(1) *Part A—General (Paragraphs A001–A042).* Paragraphs A001–A008 are considered to be both airworthiness and operations paragraphs. Contents of the paragraphs must be coordinated with all three specialties, maintenance, avionics, and operations. Approval of these paragraphs may be signed by any of the three principals. Operations inspectors are primarily responsible for the issuance of the remaining paragraphs in Part A.

(2) *Part B—En Route Authorizations, Limitations, and Procedures (Paragraphs B031–B054).* Operations inspectors are primarily responsible for the issuance of these paragraphs.

(3) *Part C—Airplane Terminal Instrument Procedures and Airport Authorizations and Limitations (Paragraphs C051–C078).* Operations inspectors are primarily responsible for issuance of these paragraphs.

(4) *Part D—Aircraft Maintenance (Paragraphs D073–D095).* Airworthiness inspectors are primarily responsible for issuance of these paragraphs. Either an airworthiness or operations inspector may prepare and approve D095, Minimum Equipment List Authorization.

(5) *Part E—Weight and Balance (Paragraph E096).* Airworthiness inspectors are primarily responsible for the issuance of these paragraphs. Part E must be coordinated with operations inspectors.

(6) *Table of Contents (TOC for Each Part).* The automated TOC is used as a control to account for the specific paragraphs issued to a particular operator.

*C. Issuance of Standard Paragraphs.* Ensure that all standard paragraphs with “always authorized” annotated on the bottom of the paragraph are issued to each part 125 certificate holder. The OpSpecs with “not always authorized” are optional paragraphs, and they will be issued when the authority is granted. The automated Operations Specifications Subsystem (OPSS) will automatically ensure that these OpSpecs are issued correctly.

*D. Guidance.* For general guidance on paragraphs issued for a part 125 certificate holder, reference the guidance developed for OpSpecs issued to a part 121/135 certificate holder in FAA Order 8400.10, vol. 3, ch. 1, and FAA Order 8300.10, vol. 2, ch. 84. In the automated OPSS additional guidance is available in the guidance subsystem. It includes a category for each OpSpec on handbook guidance, handbook bulletins, and paragraph tips.

*E. Issuance of Nonstandard OpSpecs.* Occasionally, it is necessary to issue a certificate holder an OpSpecs paragraph that is nonstandard because of a unique situation not provided for in the standard paragraphs.

(1) In those cases when a nonstandard OpSpec paragraph is more restrictive than the standard one, justifiable reason must exist. Otherwise, the operator could be placed at a competitive disadvantage.

(2) Under special circumstances, AFS-800 or AFS-300 will allow the issuance of less restrictive nonstandard OpSpecs. Again, justifiable reason must exist, and the issuance will only be in situations unique to the certificate holder.

(3) Before issuance of nonstandard OpSpecs, the principal inspector (PI) must follow the procedures in the OPSS guidance subsystem.

*F. Aircraft Listing (D085).* A certificate holder's aircraft must be listed in paragraph D085; OPSS does not allow the use of an attached list. The aircraft listing (D085) may contain the certificate holder's aircraft that are not in revenue service. This includes, but is not limited to, aircraft that are used in heavy maintenance, in storage, awaiting parts, newly purchased, or in Supplemental Type Certificate (STC) maintenance. However, for aircraft not in revenue service, the

certificate holder must have procedures in place specifying how these aircraft are handled. This applies to parts 121, 125, and 135 certificate holders regardless of the "kind of operation" conducted. The authority for dissemination and content of this OpSpec paragraph is part 119, § 119.49 (a)(13), (b)13, and (c)12.

**7. COORDINATION.** Issuing or amending OpSpecs may affect other specialties. OpSpecs should be reviewed by maintenance, avionics, and operations inspectors to determine if their areas are affected. This coordination may reveal the need for further communication with the operator or other FAA personnel.

**9. REQUIRED AUTHORIZATIONS.** OpSpecs authorize specific operations, programs, and equipment. They may contain the entire text of the program or procedure, or they may reference the text in the manual. OpSpec contents requirements are specified in § 125.31.

## **11. PREPARATION.**

*A.* OpSpecs are legal documents. Language should clearly specify the authorization, conditions, and/or limitations being approved.

*B.* OpSpecs should not contain erasures, strikeouts, or typographical errors.

**13. VOLUNTARY SURRENDER OF OPSPECS.** An operator may surrender OpSpecs when the authorization is no longer required. The operator must forward the OpSpecs with a letter explaining reasons for the surrender. The letter must be signed by a person authorized to sign OpSpecs for the company.

## SECTION 2. PROCEDURES

### 1. PREREQUISITES AND COORDINATION REQUIREMENTS.

#### A. Prerequisites:

- Knowledge of the regulatory requirements of 14 CFR part 125
- Successful completion of the General/Air Carrier Airworthiness Safety Inspectors Indoctrination Course, or previous equivalent

*B. Coordination.* This task requires coordination between all PIs. Regional coordination may be required.

### 3. REFERENCES, FORMS, AND JOB AIDS.

#### A. References (current editions):

- Advisory Circular (AC) 120-27, Aircraft Weight and Balance Control
- AC 125-1, Operations of Large Airplanes Subject to Federal Aviation Regulations Part 125
- Order 8300.10, Airworthiness Inspector's Handbook, applicable certification chapters

#### B. Forms:

- FAA Form 8400-7, Operations Specifications

#### C. Job Aids. None.

### 5. OPERATOR-REQUESTED OPSPECS/AMENDMENTS.

*A. Operator Request.* Receive the Applicant/Operator request for amended OpSpecs. Ensure that the request contains all of the data required for the amendment.

*B. Review the Operator File.* Determine the need for an operations amendment by accomplishing the following:

(1) Ensure that a similar specification does not already exist.

(2) Ensure that operational data does not conflict with the proposed OpSpecs.

#### C. Review Request for Amended OpSpecs.

(1) Determine if the content is appropriate for the authorizations requested.

(2) Determine if the operator has valid data to justify the OpSpecs/amendment.

(3) Ensure that the operator has the procedures, equipment, facilities, training, personnel, and any other support necessary to carry out the programs outlined in the proposed OpSpecs.

(4) Ensure that the OpSpecs, manual, and compliance statement are in agreement.

(5) If approving an inspection program, ensure that the airplane is listed by make, model, serial number, and registration numbers.

*D. Analyze Findings.* Evaluate deficiencies to determine if corrections or other actions are required.

#### E. Conduct Debriefing.

(1) Before meeting with the operator/applicant, discuss initial findings with appropriate FAA personnel to determine the content of the briefing.

(a) It may be necessary to coordinate with regional, engineering, or other FAA personnel.

(b) Identify any actions that the operator/applicant must accomplish before implementing the OpSpecs.

(2) Brief the operator/applicant on the results of the evaluation. Discuss any deficiencies.

#### F. Approve or Deny OpSpecs.

##### (1) Approve OpSpecs.

(a) Enter the date of approval as the effective date.

(b) If an amendment, assign the next consecutive amendment number appropriate for that specific OpSpec.

(c) The block should be signed by the PI, with title shown.

(d) Provide original and at least one copy of the approved OpSpecs to the operator. Advise the operator of requirement to acknowledge receipt by completing the appropriate block on the copy and returning the receipted copy to the Flight Standards District Office (FSDO). Retain the receipted copy of the approved OpSpecs in the FSDO.

(2) *Deny OpSpecs.* Notify the operator with a letter outlining the reasons for denial. Advise operator of appeal procedures in § 125.35(c).

## 7. FAA-INITIATED OPSPECS/AMENDMENTS.

*A. Coordinate with Appropriate Specialists.* If an amendment is being issued because of an emergency, notify the region through established procedures.

*B. Prepare FAA Form 8400-7.* Using OPSS, specify the authorizations, conditions, and/or limitations applicable to the operator.

*C. Notify the Operator of Proposed OpSpecs.* By letter, inform the operator that the FAA is proposing to amend the OpSpecs. The letter must be either hand-delivered or sent by certified mail with a return receipt requested. The letter must accomplish the following:

(1) State that the FAA is proposing to amend OpSpecs.

(2) Cite the reasons in detail.

(3) Advise the operator of the option to respond with written information, views, and arguments about the proposed amendment.

(4) Indicate the date by which the operator may reply. Allow at least 7 days from when the operator is expected to receive the letter.

(5) Enclose a draft of the proposed amendment.

*D. Review and Evaluate Operator's Comments.*

*E. Determine if the OpSpecs will be Adopted.*

(1) If the FAA decides not to adopt the amendment, notify the operator by letter that the proposal has been voided.

(2) If the FAA decides to adopt the amendment, complete the OpSpecs.

(a) Enter the date of approval as the effective date.

**NOTE: The effective date should be no less than 30 days after the operator receives the approved amendment.**

(b) If an amendment, assign the next consecutive amendment number appropriate for the specific OpSpecs.

(c) The block must be signed by the PI, with title shown.

*F. Notify the Operator of the Decision in Writing.* The letter will be either hand-delivered or sent by certified mail with a return receipt requested.

(1) The letter must accomplish the following:

(a) State that the FAA-proposed amendment is adopted.

(b) State the effective date.

(c) Discuss the FAA evaluation of the operator's comments, if any were submitted.

(d) Advise the operator of the appeal provisions of § 125.35(d). The operator must send a petition for reconsideration to the Director of Flight Standards within 30 days of receipt.

(e) Request a copy of the petition, if one is filed.

(f) Advise the operator to acknowledge receipt by completing the appropriate block on the copy and returning the receipt copy to the FSDO.

(g) Enclose the original and at least one copy of the approved OpSpecs.

(2) If the FAA adopts the amendment, send the original and one copy of the approved OpSpecs to the operator. Retain one copy in the FSDO.

## 9. TASK OUTCOMES.

*A. File PTRS Data Sheet.*

*B. Complete the Task.* Completion of this task will result in one of the following:

(1) *Approval of the OpSpecs/Amendment.* If the submitted materials contain no deficiencies, the OpSpecs/amendment will be approved. For FAA-initiated amendments, the file should also contain a copy of the letter proposing the amendment and any operator comments.

■ (2) *Denial of the OpSpecs/Amendment.* If the submitted material contains deficiencies, notify the operator by letter.

C. *Document Task.* File the receipt copy of the OpSpecs according to established procedures. Retain superseded copies in FSDO files.

**11. FUTURE ACTIVITIES.** The operator may petition the Director of Flight Standards to reconsider an FAA-initiated amendment. In this case, the effective date of the amendment is delayed until the Director makes a decision, unless such action would compromise safety.